

PUBLIC SERVICE AUTHORITY BOARD OF DIRECTORS MEETING
July 10, 2018

At a regular meeting of the Public Service Authority Board of Directors held on Tuesday, July 10, 2018, at 9:00 a.m. in the Basement Central Conference Room of the County Administration Building, 143 Third Street, N.W., in the Town of Pulaski, Virginia, the following Board members were present: Dr. Doug Warren, Chairman; Mr. Dave Dean, Vice - Chairman; Mr. Dennis Setliff and Dr. Fritz Streff. Absent: Mrs. Nancy Burchett.

Staff members present included: Jared Linkous, Executive Director; Ronnie Nichols, Deputy Director; Jonathan Sweet, County Administrator and Natasha Grubb, Clerk to Board.

1. Welcome and Call to Order

Dr. Warren called the meeting to order at 9:04 a.m.

A. Confirmation of A Quorum

4 (four) Board members were present. Mrs. Burchett was absent.

2. Approval of the Agenda

A. Additions or Changes to the Agenda

- Walter's Mobile Home Park
- Update on Discolored Water

The Board voted in the affirmative by consensus to accept the agenda as with the respective additions.

3. Presentations and Citizens Comments

A. Presentations and Citizens Comments

Mrs. Brenda Blackburn, resident of Ruebush Road Dublin, inquired about the availability of public sewer to Possum Hollow Road.

Mr. Linkous remarked Possum Hollow Road will be included on the water and sewer master plan.

4. Financial Matters

A. Financial Report

Mr. Setliff inquired as to what the first Public Service Authority (PSA) project would be in fiscal year 2019.

Mr. Linkous stated the top priority would be the filter rebuilds at the Water Treatment Plant with monies set aside from the Capital Improvement Plan. The ongoing projects, such as Raw Water and tank painting, will utilize carry over funds from the current fiscal year.

On a motion by Dr. Streff, second by Mr. Dean and carried, the Board reviewed and accepted the Financial Report by consensus in the affirmative (Absent: Mrs. Burchett).

B. Collections Update

Mr. Linkous provided the collections update.

C. One Call Report

Mr. Linkous reviewed the One Call Report. There were no questions.

5. Action Items (New Business)

There were no action items regarding new business.

6. Action Items (Old Business)

A. Timothy Lee Burton

Mr. Linkous remarked Timothy Lee Burton, Brookmont resident, has been paying the Public Service Authority (PSA) and the Town of Pulaski (as verified by Town of Pulaski staff) garbage since September 2006. Staff recommends the Board to authorize a \$2,070.00 reimbursement from the PSA to Mr. Burton.

On a motion by Mr. Setliff, second by Dr. Streff and carried, the Board approved to reimburse Timothy Lee Burton \$2,070.00 from the Public Service Authority (PSA).

Voting Yes: Mr. Setliff, Mr. Dean, Dr. Warren, Dr. Streff.

Voting No: None.

Absent: Mrs. Burchett.

B. Walter's Mobile Home Park

Mr. Linkous advised the Board of the current owner of Walter's Mobile Home plan to sell the property and their need for the deed of trust to be released in order to move forward with the sale of the property. Staff recommends releasing the Deed of Trust for the amount collected for the intent.

On a motion by Mr. Setliff, second by Dr. Streff and carried, the Board approved to release the deed of trust for the amount collected for the intent.

Voting Yes: Mr. Setliff, Mr. Dean, Dr. Warren, Dr. Streff.

Voting No: None.

Absent: Mrs. Burchett.

7. Reports from Executive Director and Staff**A. Operational Reports: Convenience Centers and County Landfill Tonnage, Inmate Availability and Cut-Off List**

The Board reviewed the Operational Reports: Convenience Centers and County Landfill Tonnage, Inmate Availability and Cut-Off list as presented in the June 12, 2018, BoardDocs agenda.

B. Staff to Do List

The following updates were provided on the following staff to do list items:

A. Skyview Phase 3 (Community Sewers Project)

No report given.

B. Drop Site on the South Side of Claytor Lake

No report given.

C. Covered Water Meter Ordinance

No report given.

D. Draper Area Wythe County Sewer/PSA Connection

No report given.

E. Water Meter Replacement

No report given.

F. Water Master Plan

No report given.

G. Facilities for Refuse Employees

No report given.

H. Pulaski Convenience Center Relocation

No report given.

I. Brookmont Water System Disinfection By-Products

No report given.

K. Improvements to Fairlawn Convenience Center

No report given.

L. Write off Accounts Consideration

No report given.

8. Other Matters from the Directors

A. Town of Pulaski Convenience Center

Mr. Linkous had a meeting with Shawn Utt, Town Manager, Town of Pulaski, on Friday July 6, 2018, to discuss the options to relocated the Convenience Center in the Town. At the conclusion of the meeting, Mr. Utt planned to discuss the option of locating the Convenience Center on land adjacent to the Town of Pulaski 4B pump station, which is located beside the current Dora Highway site. As a temporary measure, Mr. Utt also planned to discuss with Town Council the possibility of providing Town staff to man the brush site on Lafayette Avenue (behind Sheriff's office) one or two days a week. Mr. Linkous agreed to discuss options for funding the design of the site with the PSA Board, with an expectation to request PDR money be used for construction in the next fiscal year.

Dr. Streff commended Mr. Linkous for his diligence and quick action on the matter.

B. Pulaski County Sewerage Authority Update

Mr. Setliff discussed Pulaski County Sewerage Authority (PCSA) will hold a public hearing Tuesday, July 17, 2018 for a rate increases for residential and non-residential customers.

9. Items of Consent

On a motion by Mr. Dean, second by Dr. Streff and carried, the Board reviewed and approved by consensus in the affirmative (Absent: Mrs. Burchett) the following items of consent:

A. Minutes of Previous Meeting

The minutes of June 12, 2018, regular meeting, were approved by the Board at the July 10, 2018, meeting.

B. Balance Due Report

The balance due report was approved as presented in the July 10, 2018, meeting agenda in BoardDocs.

C. Budget Adjustments

Budget adjustment PSA Fund #2019-02 was approved.

D. Billing Adjustments

The billing adjustments were approved as listed in the July 10, 2018, meeting agenda in BoardDocs.

E. Accounts Payable

The Board ratified accounts payable for checks numbered #8016995-8017156.

F. Personnel Changes

Board members reviewed and approved a memo describing personnel changes in the month of June 2018, an electronic version of which is filed in the July 10, 2018, BoardDocs agenda.

10. Informational Items

A. Brookmont Consent Order - ODW Response

Mr. Linkous advised the Town of Pulaski and Public Service Authority were sent consent orders from the Office of Drinking Water. Separate consent orders are sent to each jurisdiction regarding the requirements to be met and developed for a unidirectional flushing program. If the Town of Pulaski fails to lower the disinfection by product (DBP) levels at the entry point into the Brookmont waterworks, the PSA will still be held responsible for any disinfection by product maximum contaminate level (MCL) exceedances in the Brookmont system. The Health Department agreed the PSA followed procedures by implementing flushing, monitoring and reporting.

Mr. Dean questioned if the water was safe to drink. Mr. Linkous remarked consuming large amounts of anytime over time could lead to harmful effects.

Mr. Dean asked what was the worst case scenario. Mr. Linkous replied, there would be set timelines, deadlines, legal action and fines.

Mr. Linkous advised receiving a consent order is never a good thing. The PSA will continue flushing, monitoring and reporting requirements. The Town of Pulaski has timelines to meet to improve the water quality.

B. Policy for Grinder Pumps

Mr. Linkous discussed with the Board implementing a policy for grinder pumps to include who will assume responsibility for maintaining the clean out.

C. Shae Dawn Industrial Park

Mr. Linkous was approached regarding installing water and sewer into the Shae Dawn Industrial Park. The Town of Dublin connected water and sewer to Koinonia, a fairly small project with for restrooms for approximately four (4) workers. Financially, it is not an option to run water and sewer throughout the entire park. However; funding may be in an option in future by applying for grants, loans or through the Economic Development Authority (EDA).

D. Discolored Water

Mr. Linkous reported the Town of Dublin and Newbern area had signs of discolored water on Saturday, July 7, 2018 due to a fire and a waterline break located in front of James Hardie.

12. Adjournment

A. Adjournment

On a motion by Dr. Streff, second by Mr. Dean and carried, the Board adjourned their July 10, 2018, regular meeting. The Board voted by consensus in the affirmative (Absent: Mrs. Burchett) to conclude the meeting.

The August regular meeting of the Public Service Authority will be held on Tuesday, August 14, 2018, at 9 a.m. in the Board Room of the County Administration Building, 143 Third Street, N.W., in the Town of Pulaski, Virginia.



Douglas D. Warren, DED, Chairman



Nancy Burchett, Secretary/Treasurer